



P.O. Box 4670, West Hills, CA 91308-4670

<http://www.WestHillsNC.org>

[mail@WestHillsNC.org](mailto:mail@WestHillsNC.org)

Meeting Agenda

**West Hills Neighborhood Council  
Communications Committee / Board Meeting**

Thursday August 13 2015 7:30 p.m.

West Hills Hospital, first floor conference room  
7300 Medical Center Drive, West Hills CA 91307

Call to order/roll call @ 7:30 pm

Minutes

Best

Updates re: ongoing projects

Committee

Graphics, cards, branding  
T shirts, tchotchkes  
Email and its default conditions  
Horizons magazine  
Twitter, Facebook  
Calendar, general visibility

Website fundamentals

Maggin

Reviews the protocols of the new website and  
its editing processes – general access to admin sites  
Alternate platform options

New Business: Steve Box / EmpowerLA presentation  
Allocations for website / committee pages

Best  
Brosamle

Adjourn @ 8:30 pm

Subject to change as the fancy strikes us,

*ELLIOT S! MAGGIN*

Submitted August 1 2015 2:30 pm  
Revised August 5 2015 11:45 am  
Elliot S! Maggin, Chair



### Small Print to Follow:

This meeting is open to the public. Doors open at least 10 minutes before the meeting for general discussion. The public may address the committee on any item on the agenda prior to action being taken on that item. Comments from the public on agenda items will air when the respective item is being considered. Comments on matters not appearing on the agenda that are within the committee's subject matter jurisdiction may have an airing during the Public Comment period. As an entity covered under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices and other auxiliary aids or services may be available upon request. To ensure availability of services, please make your request at least three business days in advance of the meeting by contacting the Department of Neighborhood Empowerment at (213) 978-1551 or e-mail [NCsupport@lacity.org](mailto:NCsupport@lacity.org).